

Agenda Item Form

Agenda Date: MARCH 23, 2004

Districts Affected: 8

Dept. Head/Contact Information: Byron E. Johnson

Type of Agenda Item:

- | | | |
|--|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input checked="" type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input type="checkbox"/> Other _____ | | |

Funding Source:

- ☐ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☒ Other Source: Revenue

Legal:

- ☐ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☐ High ☒ Medium ☐ Low # of days: _____

Why is this item necessary:

Option to extend

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Statutory or Citizen Concerns:

Departmental Concerns:

DATE: March 15, 2004

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313

THRU: Isabel F. Portillo
Bid Clerk ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **MARCH 23, 2004.**

Item should read as follows:

Request that the Director of Purchasing be authorized to exercise the City's option to extend the term of the contract for one (1) additional year, from September October 1, 2004, through September 30, 2005, pursuant to the provisions of contract 2002-222, Food Product Establishment at San Jacinto Plaza, with Big Boy Ice Cream Concessions Inc.

Option No.: Two [Of Two]

Department: Parks & Recreation
Account No: 51010279 Revenue-User Fee
Amount Of Award: \$7,748.00 Estimate Revenue

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

AGENDA FOR: MARCH 23, 2004

2007 MAR 18 PM 2 44
CITY CLERK DEPARTMENT

DATE: March 13, 2004

TO: City Clerk

FROM: Byron E. Johnson

Ray Heredia

PURCHASING DEPARTMENT

(915) 541-4308/4316

Please place the following item on the CONSENT City Council Agenda of **March 23, 2004**

Item should read as follows:

Request that the Director of Purchasing be authorized to exercise the City's option to extend the term of the contract for one (1) additional year, from September October 1, 2004, through September 30, 2005, pursuant to the provisions of contract 2002-222, Food Product Establishment at San Jacinto Plaza, with Big Boy Ice Cream Concessions Inc.

OPTION NO.: TWO [OF TWO]

AMOUNT OF AWARD: \$7,748.00 Estimate Revenue.

ACCOUNT NO: 51010279 Revenue-User Fee

DEPARTMENT: Parks & Recreation

----- City Clerk's Use -----

ITEM NO. _____

Copy to
Ray
3-10-04

DATE: March 8, 2004
TO: William R. Torgerson - Interim Parks and Recreation
CC: Pete Dunavant - Parks and Recreation
Ray Heredia - Purchasing
FROM: Isabel F. Portillo - Purchasing
SUBJECT: FOOD PRODUCT ESTABLISHMENT FOR SAN JACINTO PLAZA
2002-222 BIG BOY ICE CREAM CONCESSION INC.

The contract referenced above expires on SEPTEMBER 30, 2004.

Please complete and return to the Purchasing Department. Indicating the action(s) you desire will assist in determining and specifying your requirements in the Bid.

☒ Contract has Option to extend for an additional twelve months. Last of the options.

☐ No changes required, bid this solicitation in its present form.

☐ Changes are required, bid this solicitation with enclosed changes.
(Please Highlight Changes)

☐ Discontinue the services/commodities furnished through this contract.

☐ Please indicate dollar amount the department has budgeted for this purchase \$ _____ /year.

Please send the information to this office no later than APRIL 8, 2004.

SIGNATURE/TITLE: Pete Dunavant / Admin Analyst

DATE: 3/8/04

The following funding information needs to be included with your request to re-bid or extend the contract. Revenue Contract

Budget No.: 51010279

Project Code: P500201

Funding Source: User Fee

THANK YOU FOR YOUR PROMPT RESPONSE:
Isabel F. Portillo